

TECHNICAL PANEL
Nebraska Information Technology Commission
Tuesday, February 10, 2009, 9:00 a.m. - 10:30 a.m.
Varner Hall - Board Room
3835 Holdrege St., Lincoln, Nebraska
PROPOSED MINUTES

MEMBERS PRESENT:

Walter Weir, CIO, University of Nebraska, Chair
Brenda Decker, CIO, State of Nebraska
Christy Horn, University of Nebraska
Kirk Langer, Lincoln Public Schools
Michael Winkle, Nebraska Educational Telecommunications

ROLL CALL, MEETING NOTICE & OPEN MEETINGS ACT INFORMATION

Mr. Weir called the meeting to order at 9:05 a.m. There were five members present at the time of roll call. A quorum was present. The meeting notice was posted to the NITC website and [Nebraska Public Meeting Calendar](#) on January 21, 2009. The agenda was posted to the NITC website on February 6, 2009. A copy of the Open Meetings Act was posted on the south wall of the meeting room.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF JANUARY 13, 2009 MINUTES

Mr. Langer moved to approve the [January 13, 2009](#) as presented. Ms. Decker seconded. Roll call vote: Decker-Yes, Horn-Yes, Langer-Yes, Weir-Yes, and Winkle-Yes. Results: Yes-5, No-0. Motion carried.

DISCUSSION: STATEWIDE ONLINE ASSESSMENT SYSTEM - NEBRASKA DEPARTMENT OF EDUCATION, Bob Beecham, Mike Kozak, Brent Gaswick, and Lori Henkenius, Nebraska Department of Education.

Representatives provided background information on the project.

The project is in its second year planning and first year of implementation. All schools have been invited to participate in the pilot occurring April 13-May 1. Currently, the Department of Education is collecting student local assessment data. Training sessions have been developed for administrators, curriculum directors, principals, technology directors and lead teachers. Training for technology directors will occur in March. DRC is the project contractor and they will be hosting the data servers. Not all school districts are ready to use the testing system. Paper copies of the test are available.

Issues and concerns from the Technical Panel members included the following:

- Readiness and ability of school districts to do online testing. More information needs to be shared with local districts. Some are not aware of the processes or requirements from the Department of Education. Mr. Beecham stated that the vendor has agreed to be at any informational meetings. The panel recommended sharing information at the following meetings: NOC, February 18th in Columbus, and the NETA Technology Coordinators Meeting, February 19th in Grand Island.
- Costs to the school districts.
- Security. The State Board of Education is also very concerned about security and access to the data. The board has policies and processes regarding data.
- Accessibility. Ms. Horn recommended that accessibility be tested before implementation to assure it is in compliance with 508. She also stated that with timed tests, some students with disabilities may need additional time.

- Technical support for school districts. The question was raised as to whether a help desk will be available during testing. Both the Department of Education and DRC have help desks. The DRC help desk is available 24/7.
- Use of Network Nebraska. A question was raised concerning coordination with Network Nebraska. Members also asked if the Educational Service Units have been involved with examining the technical requirements for the schools, including local caching requirements. Mr. Rolfes recommended that the department be encouraged to use Network Nebraska, and employ regional caching servers to take advantage of the high bandwidth WAN network. Mr. Cone stated that the Educational Service Units will most likely make a recommendation to host regional caching locations.

Members noted that the project appears to meet the definition of an “enterprise project”. Ms. Decker recommended that the project provide an architectural drawing of the project and project plan. It is evident that the LB 1208 Distance Education network will be affected. The Technical Panel wants to make sure that the network is adequate. The Office of the CIO needs to be involved and updated.

[Note: See “Other Business” below for a motion on this item.]

PROJECT REPORTING - DISCUSS LOGISTICS FOR PROJECT REPORTING AT FUTURE MEETINGS

Rick Becker

At the last meeting, project reports ran an hour and a half and took up much of the meeting time. The Technical Panel needs to consider how to handle these reports. After discussion, the following items were agreed to:

- Reporting agencies will be asked to provide written project reports a week before each meeting of the Technical Panel during which reports will be discussed. Staff will distribute the reports by email to the members and alternates. Reports will not be linked to the agenda.
- The Technical Panel will work with reporting agencies to determine the frequency of reports. In most cases, written reports will be monthly.
- The projects will be discussed during the regular meetings of the Technical Panel on the second Tuesday of each month. However, to allow for sufficient time, the meetings will be scheduled to begin at 9:00 a.m. and end at 12:00 p.m. The CAP meetings, which normally occur after the Technical Panel, will need to be rescheduled to another day.

STANDARDS AND GUIDELINES - [NITC 7-403](#): SCHEDULING STANDARD FOR SYNCHRONOUS DISTANCE LEARNING AND VIDEOCONFERENCING (REVISED) AND SET FOR 30-DAY COMMENT PERIOD

Mr. Winkle discussed additional changes to the document. Because of these changes, the document will need to be reposted for another 30-day comment period.

Ms. Horn moved to post the revised NITC 7-403 for the 30-day comment period. Mr. Langer seconded. Roll call: Winkle-Yes, Weir-Yes, Langer-Yes, Horn-Yes, and Decker-Yes. Results: Yes-5, No-0. Motion carried.

REGULAR INFORMATIONAL ITEMS AND WORK GROUP UPDATES (as needed)

Accessibility of Information Technology Work Group, Christy Horn. WC3 has issued new official guidelines. In addition, 508 is scheduled to be revised but will not be available until 2010. WC3 included a lot of pieces dealing with website guidelines. The work group will review these issues.

Learning Management System Standards Work Group, Kirk Langer. The work group is determining what digital content repository needs unify us. If we can follow a model of centralization and aggregation, with an agnostic backend content management environment, and then collaborate these efforts, then school districts can have the freedom to select the best management system that meets their needs. Equella will

be coming to Nebraska on February 19-20 to meet with the work group. It is hoped that this will be a service provided by Network Nebraska. NET has initiated a public and government content management site that could be available to schools for educational classes on February 19, UNL will be involved as well.

Security Architecture Work Group, Steve Henderson. Steve Hartman resigned in December. Interviews are currently being conducted for his replacement.

Statewide Synchronous Video Network Work Group, Mike Winkle. Information was provided earlier in the meeting.

OTHER BUSINESS

Mr. Becker noted that the NITC will be meeting on March 3. If the Technical Panel wants to recommend that the Department of Education's Statewide Online Assessment System project be designated as an enterprise project, the panel may want to go on record with that recommendation at this meeting.

Mr. Langer moved to recommend to the NITC that the Department of Education's Statewide Online Assessment System project be designated as an enterprise project. Ms. Decker seconded. Roll call vote: Decker-Yes, Horn-Yes, Langer-Yes, Weir-Yes, and Winkle-Yes. Results: Yes-5, No-0. Motion carried.

NEXT MEETING DATE AND ADJOURNMENT

The next meeting of the NITC Technical Panel will be held on March 10, 2009, 9:00 a.m. in Varner Hall, Lincoln, Nebraska.

Ms. Decker moved to adjourn. Mr. Langer seconded. All were in favor. Motion carried.

Meeting minutes were taken by Lori Lopez Urdiales and reviewed by Rick Becker.